

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
JULY 13, 2005  
SELECTMEN'S OFFICE**

Board Members Present: Janet G. Stanton, Chairman  
David D. Macy, Selectman,  
Julie M. Hannum, Selectman

Others Present: Robert A. Weitz, Town Administrator  
Beverly Gilbert, Recording Secretary  
Millard Rose, VADAR Systems – Sales Manager

Chairman Stanton called the meeting to order at 10AM.

**WEBSITE**

The Board met with Millard Rose, Corporate Sales Manager of Vadar®Systems, Inc., to discuss interest in contracting Virtual Town Hall Services for Website implementation, integration, and annual standard services. Mr. Rose described services available, fee/schedule structure, and implementation process. Mr. Rose and the Board, via computer, viewed and discussed websites of several towns. The Board will schedule a Department Heads meeting to discuss the Website project.

At 11:45AM, Mr. Millard Rose left the meeting.

**BULLETIN BOARD**

The Board will decide on a specific place in front of the town hall to install a freestanding bulletin board.

**CEMETERY MOWING**

The Board supported Town Administrator's decision to adjust Highway Superintendent's compensation and Highway Department taking on responsibility for cemetery mowing.

**RETIREE HEALTH PLAN**

Town labor counsel will give Town Administrator Weitz language relative to a possible change to health insurance policy for retirees. This matter will be on the agenda for July 18<sup>th</sup>.

**SENIOR CENTER**

The Board will invite the American Legion to a regular selectmen's meeting to discuss space needs for the Senior Center and American Legion Post. A meeting notice will be sent to the Senior Center and Council on Aging. The Board will ask to hold the meeting at the American Legion Hall, under consideration for housing the Senior Center, and having the meeting there will be useful during discussion re: possible renovations, sharing of space.

**EXECUTIVE SESSSION**

Selectman Macy moved to go into Executive Session for the purpose of discussing investigation of possible criminal misconduct, seconded by Selectman Hannum. Roll Call Vote: Selectman Macy - Aye; Chairman Stanton-Aye, and Selectman Hannum -Aye.

At 12:15PM, The Board of Selectmen went into Executive Session.

The Board returned to regular session at 12:22PM.

#### FIRE DEPARTMENT

Town Administrator Weitz will invite the Fire Dept. to a working meeting to discuss the appointment process for firefighters.

#### WARRANT SCHEDULE

The Board will invite Jim McCormack, Town Accountant and Michael Ovitt, Treasurer / Tax Collector to discuss the possibility and logistics involved with changing the Warrant Schedule.

#### COMMUNICATIONS / POLICE SERVICES AGREEMENT FOR FY2006.

Great Barrington sent the town a renewal contract for communications / police services. This will be discussed on July 18<sup>th</sup>.

#### BARNS

Railroad Barn - Town Administrator Weitz will submit Executive Office of Transportation Building Project Approval Form.

Fuller Barn- Selectman Hannum will look at the Fuller Barn.

#### ELECTRONIC MAIL

Town Administrator Weitz will give the Board information on e-mail record retention guidelines.

Selectman Stanton left the meeting at 12:37PM.

Selectman Hannum moved to adjourn, seconded by Selectman Macy. Motion carried unanimously. Meeting adjourned at 12:45PM.

Respectfully submitted,

Beverly Gilbert,  
Recording Secretary